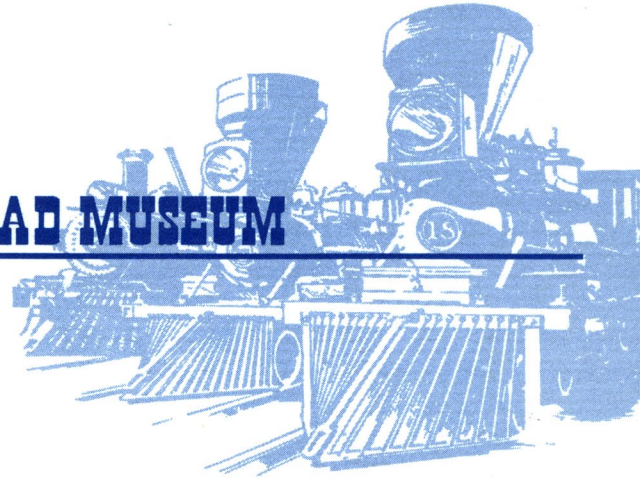


FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330
Carson City, Nevada 89702



MINUTES OF THE FEBRUARY 5, 2018 BOARD OF TRUSTEES MEETING NEVADA STATE RAILROAD MUSEUM CARSON CITY, NEVADA

Call to order - Meeting was called to order at 6:00 PM

Role Call – Trustees present were Howie Foster, Rick Kohler, Bill Kohler, Barry Simcoe, Larry Knack, Rebecca Bevans, Michael McClain, Amanda Thompson and John Baumgardner. Representing the museum were Dan Thielen, Adam Michalski and Kevin Owens. A quorum was established.

Minutes of the December 4, 2017 regular meeting was approved. Motion to approve made by Rebecca Bevans, second by Larry Knack.

Correspondence – None

Treasurer's report – Larry Knack submitted reports for the period of November 1, 2017 thru December 31, 2017. Larry also requested the approval of \$129 to cover Santa Train over budget expenses. Motion made by Rebecca Bevans, second by Rick Kohler. Motion passed.

The treasurer's report was passed unanimously; motion made by Howie Foster and seconded by Michael McClain. See attached report for details.

-Actions of Executive Committee:

None

-Actions of Board

None

OLD BUSINESS:

-Capital Campaign Committee-

Barry Simcoe reported that the Campaign is on temporary hold.

-Audit committee-

Larry Knack will schedule current year audit when appropriate.

-Bricks –

Howie Foster reported that brick sales from October through January were a total of eleven. Info was sent to the engravers and Howie is waiting for the proofs to be submitted. All completed bricks have been set.

-Events Committee –

Budget allocations were set for events and Facebook advertising during 2018. See attached report. Motion made by Howie Foster, second by Rick Kohler to accept the proposed budget. Motion carried.

-Election Committee-

No report.

Fund Raising –

Bill Kohler reported that the final proof for the rail camp brochure has been completed and is ready for approval. The Convention and Visitors Bureau will print 500 copies. Discussion was held regarding the payment insert to be included with the brochure. It was decided by the board that the cancellation policy and physical requirements should be added to the reverse side of the payment form.

A budget of \$7000 was proposed to cover rail camp expenses. Motion was made by Howie Foster, second by Rebecca Bevans to establish a budget not to exceed \$7000. Motion carried.

-Interpretative Committee –

No report.

-Membership Committee –

See attached report.

-Motor Car Operations-

Dave Squire reported that because of the mild weather the motorcar has been able to be used for school tours. He also reported that the cars operation between Christmas and New Years was successful operating from the Annex.

-Steam Train Operations-

Kevin Owens announced that he will take over the coordination of steam train operations by crew calling and he will develop a comprehensive training program to better prepare crew for the various positions. Volunteer Safety Meetings will be held on April 14 and April 28.

-Sagebrush Headlight-

Adam Michalski reported that the next issue will be completed by the end of February. Adam also reported that the Carson City Library held a successful Story Time at the museum while the city library was undergoing renovation.

-Website -

Karen Arendes was contacted by Larry Knack regarding the ability of our existing website and credit card option to handle the rail camp. Karen said that there would be no problem transacting the necessary business.

-Youth Committee –

No report.

-Other Old Business-

None.

-New Business-

Tom Tabacco offered to sell his personal photography lighting package to the Friends for \$400. He no longer has a need for this equipment and the Friends will be able to use it for Inyo photos during Santa Train weekends as well as other events throughout the year. A motion was made by Larry Knack, second by Howie Foster to purchase this equipment. Motion carried.

Dan Thielen requested that the Friends approve the purchase of eight cord of wood at \$250 per cord for the operation of the wood burning locomotives. Motion was made by Rebecca Bevans, second by Howie Foster that this purchase be approved. Motion carried.

Dan Thielen requested that the Friends authorize spending \$575 to reimburse Cal Fire for transporting and delivering lumber to the museum to be used on various projects. The funds would be used for fuel, meals and a museum shirt for the delivering crew. Motion made by Bill Kohler, second by Michael McClain. Motion carried.

Discussion was held regarding the need for Nelson House and depot clean up and pest eradication.

Rebecca Bevans reported that the next Event Committee meeting will be Friday, February 9 at 12:30 PM. Rebecca is in the process of organizing an event crew with defined tasks.

GENERAL COMMENTS –

None

ADJOURNMENT- 8:01 PM

Respectfully Submitted,

Bill Kohler, Secretary

February 1, 2018

Friends of the NSRM Membership Report for January, 2018

MEMBERSHIPS		MEMBERS	
Students:	2	2	
Seniors:	187	187	
Individuals:	64	64	
Family:	98	186	
Senior Couple:	126	251	
Sustaining:	51	79	
Contributing:	9	18	
Patron:	3	5	
Lifetime:	9	10	
TOTAL:	549	802	

In addition there are 42 Complimentary Memberships that receive the Sagebrush Headlight.

Respectfully,

Susan D Allen

Susan D. Allen
Membership Chairman

Memberships Purchased in JANUARY	
15@\$20.....	\$300
<u>6@\$35.....</u>	<u>\$210</u>
1@\$40.....	\$40
6@\$60....	\$360
<u>3@\$100...\$300</u>	
31.....	\$1210
BRICKS	
<u>1@\$100...\$100</u>	
DONATIONS	
<u>1@...\$150</u>	
<u>1@...\$1000</u>	
<u>1@...\$30</u>	
3....	\$1180
TOTAL	
\$2490.00	

**TREASURER'S REPORT - FNSRM REGULAR ACCOUNT
FOR THE PERIOD: NOVEMBER 1, 2017 - DECEMBER 31, 2017**

Beginning Balance \$ 35,915.15

INCOME

Brick Purchases	374.91
Donations	\$ 1,325.00
Restricted Donation - Santa Train	\$ 250.00
Memberships	\$ 2,978.57
Santa Train - Photos	\$ 2,007.45
Santa Train - Raffle	\$ 2,063.28

Total Income	\$ 8,999.21	\$ 8,999.21
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EXPENSES

Advertising	\$ 71.00
Audit	\$ 5,000.00
Coach #8 Roof Repair	\$ 794.50
Credit Card Fees	\$ 213.42
Dell's Safety Shack	\$ 503.79
I-Payment Fee (In error - to be reimb)	\$ (19.95)
Harvest Train Event Expenses	\$ 81.70
Membership Chairman	\$ 867.50
Membership Postage	\$ 116.90
Membership Printing	\$ 116.21
Membership Supplies	\$ 27.70
Miscellaneous	\$ 31.96
Santa Train Expense	\$ 2,121.88
Whistling Billy Repair	\$ 1,884.18

Total Expenses	\$ 11,410.77	\$ 11,410.77
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Ending Balance	\$ 33,503.59
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MONEY MARKET ACCOUNT

Beginning Balance	\$ 12,772.40
Interest Earned - Nov/Dec 2017	\$ 1.07

Ending Balance	\$ 12,773.47
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Larry Knack

Respectfully Submitted,

Larry Knack, Treasurer

**FNSRM RESTEAM HISTORY - TREASURER'S REPORT
FOR THE PERIOD: NOVEMBER 1, 2017 - DECEMBER 31, 2017**

Beginning Balance		\$7,215.39
<u>INCOME</u>		
Donations - Restricted	\$ -	
Total Income	<u>\$ -</u>	<u>\$ -</u>
<u>EXPENSES</u>		
Website - Creation/Maint	\$ -	
Total Expenses	<u>\$ -</u>	<u>\$ -</u>
Ending Balance		<u><u>\$7,215.39</u></u>

Events Committee Report 2/5/2018

Santa Train Recap, December 3-4, 9-10, and 16-17

Special Train Rides

- The first trains Immune Compromised Children were successful.
 - Channel 2 and 8 both did a nice news story.
 - The RGJ was there as well and ran a story.
 - There were three train rides for special needs children
 - Parent feedback was very positive and appreciative.
- Train ride for Down Syndrome Children
 - This special event was Saturday December 2.
 - It was a successful event

Donations

- Raffle table had 23 prizes.
- Total worth of the prizes is about \$3000.
- The Raffle table brought in \$2063.28
 - That is the most collected on the raffle to date

Letter to Santa and Coloring Table

- This area continues to be important for kids to color and write while waiting for the train.

Up Coming Events for 2018

We have a lot of events planned for 2018

- May:
 - Armed Forces Day – May 19
- June:
 - Arts and Culture Day – June 16
 - Father's Day Steam Up – June 17
- July:
 - Speeder Event – June 30 and July 1
 - July 4th – June 30, July 1, and July 4
- August:
 - Steam Camp – August 2-5
 - Battling Doodlebugs – August 18-19
- September:
 - Labor Day – September 1-3
- October:

- Harvest Train Event – October 13-14 and 20-21
- December:
 - Santa Train – December 8-9, 15-16, and 22-23

Events Crew

- We need Event Volunteers for the Events Crew
 - It has become apparent that as long as we continue to provide events for the community, we need extra volunteers to staff these events.
 - Rebecca is making a list of all special events positions that will need to be filled in the future, complete with descriptions of each position.
 - These positions need to be filled by non-operations volunteers.

Events 2018 Budget	General	Facebook	Total
<u>March/April:</u>			
Easter – March 31 and April 1	100.00	100.00	200.00
<u>May:</u>			
McKeen Car Operations – May 5-6		25.00	25.00
Armed Forces Day – May 19	250.00	25.00	275.00
Memorial Day Weekend – May 26-28		100.00	100.00
<u>June:</u>			
Arts and Culture Day – June 16	250.00	25.00	275.00
Father's Day Steam Up – June 17	100.00	25.00	125.00
<u>June/July:</u>			
Speeder Event – June 30 and July 1	250.00		250.00
July 4 th – June 30, July 1, and July 4	250.00	100.00	350.00
McKeen Weekend		25.00	25.00
<u>August:</u>			
Battling Doodlebugs – August 18-19	150.00	100.00	250.00
Jazz and Beyond			
<u>September:</u>			
Labor Day Weekend – September 1-3	150.00	100.00	250.00
Photography Event – September 29		100.00	100.00
<u>October:</u>			
Harvest Train – October 13-14, 20-21	1,500.00	150.00	1,650.00
<u>December:</u>			
Santa Train – Dec. 8-9, 15-16, 22-23	2,000.00	175.00	2,175.00
<u>Misc (last minute promotions)</u>		200.00	200.00
<u>Total:</u>	\$ 5,000.00	\$ 1,250.00	\$ 6,250.00